



CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

“Honoring California’s Veterans”

One of the many benefits of working for Veterans Affairs is knowing that you support the Agency’s mission of “Promoting and delivering the benefits provided by the grateful State of California to its deserving veterans and their families”.

SUPERVISING NURSE III

Permanent, Full –Time

\$7431- \$9033 Monthly

Location: Veterans Home of California – Fresno

2811 W. California Avenue

Fresno, California 93706

Final File Date: March 25, 2013

The salary listed for this classification will be adjusted to comply with the provisions of the 2012 Personal Leave Program.

Who Should Apply:

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

NOTE: APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

If you are not a current State employee or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at <http://www.calvet.ca.gov/AboutUs/Jobs/Default.aspx>, or to view examinations offered by all State departments, please visit the California Department of Human Resources’ website at www.jobs.ca.gov.

HONORABLY DISCHARGED VETERANS WHO MEET THE REQUIREMENTS LISTED ABOVE ARE ENCOURAGED TO APPLY.

Duties and Responsibilities:

Under the direction of the Administrator or Skilled Nursing Facility Administrator, the Supervising Nurse III has responsibility for developing standards, procedures and policies to maintain quality-nursing services with primary emphasis on the physical care needs of the residents in the Skilled Nursing Facility. Identifies and monitors conformance with standards of nursing practice. Incumbent is responsible for the supervision of the Assistant Director of Nursing of the Skilled Nursing Facility.

- Develops, maintains, and monitors implementation of nursing policy and procedures. Ensures the policies and procedures are consistent with professionally recognized standards of nursing practice. Recommends to the Administrator via the Skilled Nursing Facility Administrator appropriate numbers of nursing personnel and levels of expertise needed to meet the nursing service needs of the facility. Identifies problems that have not been satisfactorily resolved at the supervisory level and recommends and works towards solving.

- Participates in planning and budgeting for nursing services. Develops methods of coordinating nursing services with other resident related services. Participates in the selection of nursing staff and unit clerks (Office Assistants and Office Technicians).
- Meets regularly with the Assistant Director of Nursing and the Chief Physician and Surgeon for the skilled nursing units to assure compliance with nursing policy and identify areas of concern. Collaborates with all committees that relate to health quality assurance issues as a member of the total health care team. Ensures that all staff receive the required amount of in-service training. Serves as contract manager for nursing registry.
- Serves as a member of the Board of Directors, Quality Assurance Committee, Admissions Review Committee, Resident Care Policy and Procedure Committee, Medical Records Committee, Infection Control Committee, Health and Safety Committee, Pharmaceutical Services Committee and the Resource Management Committee; attends all meetings with active participation in nursing-related concerns.
- Provides oversight for the Nursing In-Service Program, Minimum Data Set Nurse and Central Medical Supply.
- Collaborates with the Assistant Director of Nursing any admission to the Skilled Nursing Units. Serves as resource person to all clinical assigned areas in the absence of the Assistant Director of Nursing.

How To Apply:

Visit the Careers in California Government website at: www.jobs.ca.gov, to download the application. Submit your completed and signed State Application (Std. 678), and resume to: **Veterans Home of California – Fresno, Human Resources Office, 2811 W. California Ave., Fresno CA 93706, Attn: Donna Corkill – M80#023F 12/13.** All State applications must be postmarked no later than the final filing date.

Note: In the Explanations section on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment, Reinstatement or Training and Development Assignment. Failure to do so could result in being rejected from the interview process. In addition, you must reference position #577-148-8126-002.

Questions:

If you have any questions, request information concerning this posting, need assistance in the application process, or require any type of Reasonable Accommodation, please contact **Donna Corkill, Human Resources Office, at (559) 493-4211. TDD: (916) 653-1966.**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATIONS WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED. 577-148-8126-002

RELEASED: 3-8-13